

Testamur & Transcript

The NSW Government has extended stay-at-home restrictions across Greater Sydney until at least mid-October 2021. Please note that due to the Covid-19 situation in Sydney, UTS College Student Centre team is working remotely. We are unable to post the documents overseas currently and the restriction may be further extended.

If you need your Academic record on priority, it is recommended to put a postal address which is within Australia, as we send out the domestic post once a week. Collection of academic record from Student Centre is currently unavailable and collection by post may take longer to process. However, please complete your application first, and UTS College Student Centre will process your request as soon as we are back to office.

Please be advised that UTS College does not issue digital version of official academic record.

How to obtain your Academic Record, if you have completed your Academic English or Foundation or Diploma at UTS College.

Student located offshore:

Currently we are unable to deliver via courier until restrictions are lifted. If you have an Australian address we can mail to, we can arrange express post of your documents. To be delivered by post within Australia, [Application for Academic Record](#) and email to Transcripts@insearch.edu.au together with receipt of payment for postage to have the process completed. The following charges will apply (*on how to pay please refer to page 2 of the form*)

- \$10 domestic postage

If you do not have an Australia address, you can still apply by completing the [Application for Academic Record](#) and email to Transcripts@insearch.edu.au together with receipt of payment for postage to have the processed completed. The following charges will apply (*on how to pay please refer to page 2 of the form*)

- International courier services (\$25 by TNT)

Student located within Australia:

You will need to complete [Application for Academic Record](#) and email to Transcripts@insearch.edu.au together with receipt of payment for postage to have the processed completed. The following charges will apply (*on how to pay please refer to page 2 of the form*)

- \$10 domestic postage